

WITNESS INFORMATION FOR REMOTE LEGISLATIVE HEARINGS

You have been asked to testify before a Legislative Committee. The Vermont General Assembly's hearings are all being conducted remotely via Zoom. All hearings are livestreamed to YouTube. A link is provided on the Committee's Information Page.

With Zoom, you may connect with a desktop computer, laptop, tablet or cell phone. If using a cell phone, you may not have a video connection to see others in the meeting.

Prior to the hearing:

- If using your cell phone to connect to the hearing, email the Committee Assistant the last 4 digits of the number so that the assistant may admit you to the meeting. They will need this number to admit you to the meeting.

- If you have written testimony or other documents you wish to share with the Committee, please email them to the Committee Assistant at least 24 hours prior to the hearing.

The day of the hearing:

- Please sign into the meeting 10 minutes before your scheduled testimony.
- Only people who have been invited to the hearing will be admitted. We recognize you by your device name; if your device shows up as "iPad 2", we will not know who you are. Please name your device prior to the meeting. If you need further instructions, let the Committee Assistant know.
- Please mute yourself and turn off your video until it is time for your testimony. If you are calling in only, use *6 to mute or unmute yourself, and *9 to raise your hand.
- Remember that anything you are doing/saying is being viewed and heard by the Committee and anyone who is watching on YouTube.

If you have any questions prior to the hearing, please email the Committee Assistant who contacted you for testimony.